

U.S. EPA, Region 8

Rocky Mountain Clean Diesel Collaborative

Request For Proposals (RFP) FY 2006

AGENCY NAME: U.S. Environmental Protection Agency, Region 8, Air & Radiation Program

FUNDING OPPORTUNITY NAME: Rocky Mountain Clean Diesel Collaborative

ANNOUNCEMENT TYPE: Initial Solicitation

RFP NO: EPA-R8-RMCDC-2006

CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NO: 66.034 – Surveys, Studies, Investigations, Demonstrations and Special Purpose Activities Relating to the Clean Air Act Section 103.

DATES

- The estimated project period for awards resulting from this solicitation is up to 24 months. All projects must be completed within the negotiated project performance period.
- The closing date for applicants to submit proposals under this announcement is November 30, 2006. Hard copy proposals submitted via U.S. mail/commercial delivery service must be post-marked by the closing date. Proposals submitted via electronic-mail (e-mail) or through grants.gov must be received by the closing date and time (6 pm Mountain Standard). See Section IV for further information.

I. FUNDING OPPORTUNITY DESCRIPTION

A. Project Summary

The U.S. Environmental Protection Agency (EPA) is accepting proposals from States, Federally Recognized Indian Tribes and Tribal Consortia, local governments, international organizations, public and private universities and colleges, hospitals, laboratories, and other public or private nonprofit institutions, to fund projects within the Region 8 states of Colorado, Montana, North Dakota, South Dakota, Utah or Wyoming. The projects will demonstrate effective emission control technologies and strategies, methods or approaches to reducing diesel emissions as part of the Rocky Mountain Clean Diesel Collaborative. The Rocky Mountain Clean Diesel Collaborative is a partnership with federal, state and local agencies, along with communities, non-profit organizations and private companies working together to reduce emissions from diesel engines in EPA Region 8.

Funds will be awarded pursuant to Section 103 of the Clean Air Act, 42 U.S.C §7403. Funding will be in the form of cooperative agreements or grants for projects that reduce diesel emissions and protect human health and the environment. EPA Region 8 anticipates awarding approximately 1-4 awards totaling \$100,000.

Projects should:

- include a diverse group of partners;
- leverage significant resources and/or funds from a variety of sources;
- include an evaluative component; and
- achieve real, measurable reductions and results.

Projects may include a variety of emissions reductions solutions such as: add-on technology, engine replacement or rebuilds, cleaner fuel projects, and idle reduction technologies or strategies.

Proposals to fund projects under this announcement that demonstrate new, innovative or experimental applications, technologies, methods or approaches to reducing diesel emissions must fall under at least one of the following categories to be considered for funding. Those that do not will not be considered for funding :

Agriculture—

Many different diesel-powered engines are involved with the cultivation, harvesting, and transport of farmed products. From the farm to the international border, many opportunities exist to affect tractors, combines, long-haul and short-haul trucks, cargo handling equipment, irrigation pumps, and other engines. Potential projects for the ‘Agriculture’ category will affect these sources through operational and/or technological improvements.

Rail –

Locomotive engines generally emit large amounts of nitrogen oxides (NOx) and particulate matter (PM), both of which contribute to serious public health problems. Diesel-powered equipment in rail yards—switchers, cargo handling equipment, and freight vehicles—is also an acceptable target for emission reduction projects. Potential projects for the ‘Rail’ category will affect these sources through operational and/or technological improvements.

Construction and Distributed Generation –

Non-road construction equipment can be a major source of particulate matter (PM) emissions which directly affect the nearby area surrounding the construction activity. There are a wide array of diesel-powered construction equipment which includes, but is not limited to, bulldozers, cranes, generators, tractors, earth moving equipment, materials-transport vehicles, and stationary diesel sources of power. Projects which fall under the ‘Construction and Distributed Generation’ category will affect these types of engines through operational and/or technological improvements.

Truck-based Freight –

Long-haul diesel-powered trucks are a source of NOx and PM emissions. Long-haul trucks can be individually owned, or part of a larger fleet of vehicles. Projects which fall under the ‘Truck-based Freight’ category will affect these vehicles through operational and/or technological improvements. Projects could also include affecting locations where trucks congregate, such as inter-modal freight areas, truck stops, international bridge and tunnel crossings, etc.

Public Fleets-

Public fleet vehicles are an essential part of the day-to-day operations and maintenance of a metropolitan area. As such, public fleet vehicles perform a lot of work when compared to their privately-owned counterparts. A cleaner public fleet vehicle-like a garbage truck, transit bus, street sweeper, snow plow, dump truck, or other municipally-owned vehicle (except for school buses, which will be addressed in a separate RFP)-shows your community that cleaner air is a priority in your area. Potential projects for the 'Public Fleets' category will affect these types of vehicles through operational and/or technological improvements.

Other Non-road Diesel Vehicle or Equipment-

The universe of non-road diesel vehicles and equipment is so vast that other diesel powered vehicle and equipment projects under the non-road category not mentioned above are also eligible. This equipment might include landscape maintenance, snow (ski area) grooming equipment, snow removal or snowplow equipment or other diesel powered non-road vehicles or equipment that does not clearly fit the categories above.

Other private fleet and service diesel powered vehicles-

Private fleet and service vehicles, such as garbage trucks, package delivery vehicles, and an array of other service fleets operate frequently in close proximity to schools, residences, hospitals and business. This can result in particulate matter and toxic emissions exposure to the population in those operating areas. Projects in this category will decrease emissions through operational and/or technological improvements.

Cleaner Fuels –

Includes any of the above categories (Agriculture, Rail, Construction and Distributed Generation, Truck-based Freight, Public Fleets, Other Non-road Diesel Vehicle or Equipment, and Other private fleet and service diesel powered vehicles) of vehicles or equipment – the Agency encourages proposals that demonstrate how eligible applicants can cost effectively achieve greater energy security and reduced emissions through innovative uses of cleaner, renewable and/or more sustainable fuels.

B. Statutory Authority

Final applications must be consistent with Section 103 of the Clean Air Act, 42 U.S.C §7403.

Section 103 serves as the tool used to support short-term projects aimed at conducting and promoting research, investigations, experiments, demonstrations, surveys, and studies relating to the causes, effects (including health and welfare effects), extent, prevention, and control of air pollution.

C. Alignment with EPA's Strategic Plan

All proposals must support Goal 1 of EPA's 2003-2008 Strategic Plan, Clean Air and Global Climate Change; Objective 1.1: Healthier Outdoor Air, which states, "Through 2010...[EPA will]...protect human health and the environment by attaining and maintaining health-based air-quality standards and reducing the risk from toxic air pollutants"

(www.epa.gov/ocfo/plan/2003sp.pdf).

D. Measuring Environmental Results

Measuring Environmental Results: Outputs and Outcomes

Pursuant to EPA Order 5700.7, “*Environmental Results under EPA Assistance Agreements*,” EPA requires that all grant recipients adequately address environmental outputs and outcomes. Outputs and outcomes differ both in their nature and in how they are measured. Applicants must discuss environmental outputs and outcomes in their proposed workplan.

1. **Outputs:** The term “output” means an environmental activity, effort, and/or associated work products related to an environmental goal and objective, that will be produced or provided over a period of time or by a specified date. Outputs may be quantitative or qualitative but must be measurable during an assistance agreement funding period.

Expected **outputs** from the projects funded under this solicitation may include but are not limited to the following: numbers of retrofitted engines/vehicles/equipment, annual pounds or tons of PM_{2.5}, NO_x, GHG and/or VOCs reduced, cost effectiveness of project (in \$/ton or \$/lb), and health benefits achieved (i.e., numbers of illnesses, health care costs, or missed work/school days avoided, etc...).

To estimate *some* of the anticipated **outputs** of your proposal, EPA suggests you use one or more of the following models where possible. Other methodology used must be described in detail in your application:

- To quantify estimated emissions reductions for non-trucking proposals, you can use the National Mobile Inventory Model (<http://www.epa.gov/otaq/nmim.htm>). For technical assistance regarding this tool, please email mobile@epa.gov
- To quantify estimated emissions reductions for trucking projects that utilize add-on controls or alternative fuels (except for biodiesel), you can use the Smartway FLEET Performance Model (http://www.epa.gov/smartway/smartway_fleets_software.htm). For technical assistance regarding this tool, please contact Annie Kee at kee.annie@epa.gov or 202-343-9218.
- To quantify emissions reductions for biodiesel projects, you can use EPA’s biodiesel calculator (<http://www.epa.gov/otaq/retrofit/techlist-biodiesel.htm>). For technical assistance with this tool, please contact Jeff Kimes at kimes.jeffrey@epa.gov or 303-312-6445.

In addition, the following guidance documents may be helpful:

- Guidance for Quantifying and Using Long Duration Truck Idling Emission Reduction in State Implementation Plans and Transportation Conformity (<http://www.epa.gov/smartway/documents/truckidlingguidance.pdf>)
- Guidance for Quantifying and Using Long Duration Switch Yard Locomotive Idling Emission Reductions in State Implementation Plans (<http://www.epa.gov/smartway/documents/420b04002.pdf>)
- Exhaust and Crankcase Emission Factors for Nonroad Engine Modeling - Compression-Ignition

- (<http://www.epa.gov/otaq/models/nonrdmdl/nonrdmdl2004/420p04009.pdf>) Median Life, Annual Activity, and Load Factor Values for Nonroad Engine Emissions Modeling
(<http://www.epa.gov/otaq/models/nonrdmdl/nonrdmdl2004/420p04005.pdf>)

If you are unable to use any of the above mentioned calculators, please describe your methodology in detail. The Carl Moyer Program Guidelines (<http://www.arb.ca.gov/msprog/moyer/guidelines/revisions05.htm>) Appendix B and Appendix C provide potential emissions factors and calculation methodology, respectively.

For general questions about these tools and guidance documents, please contact Tim Russ at russ.tim@epa.gov or (303)-312-6479.

- 2. Outcomes:** The term “outcome” means the result, effect or consequence that will occur from carrying out an environmental program or activity that is related to an environmental or programmatic goal or objective. Outcomes may be environmental, behavioral, health-related or programmatic in nature, but must be quantitative. They may not necessarily be achievable within an assistance agreement funding period.

Examples of expected environmental outcomes from the projects to be funded under this announcement may include but are not limited to the following: increased understanding of the environmental or economic effectiveness of the demonstrated technology, acceptance of new technology by users and manufacturers, improved ambient air quality, and health benefits achieved (i.e., numbers of illnesses, health care costs, or missed work/school days avoided, etc...).

II. AWARD INFORMATION

A. Amount of Funding Available

EPA Region 8 anticipates awarding approximately \$100,000 under this announcement. The number of grants and/or cooperative agreements EPA will fund as a result of this announcement will be based on the quality of proposed projects and funding availability. It is anticipated that approximately 1 – 4 awards will be made. Proposals in which the applicant is requesting assistance funds in excess of \$100,000 will not be reviewed.

B. Funding Type

The funding for selected projects will be in the form of a grant or cooperative agreement awarded under the Clean Air Act Section 103. A cooperative agreement is an assistance agreement that is used when there is substantial federal involvement with the recipient during the performance of an activity or project. EPA will award cooperative agreements for those projects in which it expects to have substantial technical interaction with the recipient throughout the performance of the project. For such projects, EPA may review and approve project phases, review and approve proposed subgrants and contracts, collaborate with the recipient on the scope of work and mode of operation of the project, closely monitor the recipient’s performance,

approve any proposed changes to the work plan and/or budget, approve qualifications of key personnel, and review and comment on reports prepared under the assistance agreement.

C. Start Date/Project Duration

All projects should have an anticipated start date within the first quarter of Fiscal Year 2007, which begins October 1, 2006. Proposed project periods may be up to two years.

D. Miscellaneous

Funding for these projects is not guaranteed and is subject to the availability of funds and the evaluation of proposals based on the criteria in this announcement. EPA reserves the right to partially fund proposals/applications by funding discrete activities, portions, or phases of proposed projects. If EPA decides to partially fund a proposal/application, it will do so in a manner that does not prejudice any applicants or affect the basis upon which the proposal/application, or portion thereof, was evaluated and selected for award, and that maintains the integrity of the competition and selection process. Award of funding through this year's competition is not a guarantee of future funding.

The EPA reserves the right to make additional awards under this announcement, consistent with Agency policy, if additional funding becomes available. Any additional selections for awards will be made no later than six months after the original selection decisions. EPA reserves the right to reject all proposals/applications and make no awards under this announcement, or make fewer awards than anticipated.

III. ELIGIBILITY INFORMATION

A. Who May Apply?

EPA is soliciting proposals from States, Federally Recognized Indian Tribes and Tribal Consortia, local governments, international organizations, public and private universities and colleges, hospitals, laboratories, and other public or private nonprofit institutions. These applicants may fund eligible projects involving private fleets, vehicles or equipment but private entities, other than the nonprofit or universities noted above, are not eligible to apply or receive the grant funds directly under this solicitation.

Successful applicants must use a competitive process for obtaining contracts for services and products and conduct cost and price analyses to the extent required by federal, state or local procurement requirements. All contracts and the purchase of supplies and equipment must be conducted in a manner providing free and open competition, to the maximum extent practicable. As such, applicants should refrain from mentioning specific technology producers in their proposals unless they are sole source providers.

An applicant may submit more than one proposal under this announcement if the proposals are for different projects. Applicants who received one of these grants in the past may submit a new proposal for a different project.

B. Funding Restrictions and Requirements

There is no statutory or regulatory match requirement under the Clean Air Act Section 103. However, please note that leveraging with added resources or funding will be considered as evaluative criterion during the selection process.

EPA grant or cooperative agreement funds may only be used for the purposes set forth in the assistance agreement, and must be consistent with the statutory authority for the award. Grant or cooperative agreement funds may not be used for matching funds for other Federal grants, lobbying, or intervention in Federal regulatory or adjudicatory proceedings, and may not be used to sue the Federal government or any other government entity.

C. Eligibility Screening Requirements: Threshold Criteria

To be eligible for funding consideration under this announcement, proposals must meet the following threshold criteria. Failure to meet any of the following criteria in the proposal will result in the automatic disqualification of the proposal for funding consideration. Ineligible applicants will be notified within 15 calendar days of the determination that they are ineligible based on the threshold criteria.

1. Proposals must support Goal 1 of EPA's Strategic Plan by reducing diesel emissions.
2. Proposals must not be used for the purposes of routine program implementation, implementation of routine environmental protection or restoration measures, meeting any legal mandate (such as federal, state or local regulations or settlement agreements), land acquisition, purchase of vehicles, or completion of work which was to have been completed under a prior grant or cooperative agreement.
3. Proposals must substantially comply with the submission instructions and requirements set forth in this announcement or else they will be rejected. In addition, where a page limit is expressed in Section IV with respect to the proposal and/or parts of the proposal, pages in excess of the page limitation will not be reviewed. Further, proposals must be postmarked by (if sent through the US mail or by commercial delivery service), or received by the EPA or through Grants.gov (for electronically submitted proposals), on or before the closing date and time published in Section IV of this announcement. Proposals postmarked or received after the published closing date and time will be returned to the sender without further consideration.
4. Proposals in which the applicant is requesting assistance funds in excess of \$100,000 will not be reviewed.
5. Projects must be located in one or more of the following Region 8 states: Colorado, Montana, North Dakota, South Dakota, Utah, or Wyoming.

6. Proposals to fund projects under this announcement that demonstrate effective emission control technologies and strategies, methods or approaches to reducing diesel emissions must fall under at least one of the following categories identified in Section I to be considered for funding: Agriculture; Rail; Construction and Distributed Generation; Truck-based Freight; Public Fleets, Other Non-road Diesel Vehicle or Equipment, Other private fleet and service diesel powered vehicles; or Cleaner Fuels.
7. Retrofit technologies or engine replacements must be either verified or recognized under EPA's Retrofit Program, certified by another EPA program, verified by the California Air Resources Board (CARB), or involve the application of a verified technology in an unverified application. Idle reduction technologies, which are not verified under EPA's programs, are exempt from having to meet the verification requirement.

Technologies that EPA has verified are listed on EPA's Verified Technologies List (<http://www.epa.gov/otaq/retrofit/retroverifiedlist.htm>). CARB listed technologies may be found at <http://www.arb.ca.gov/diesel/verdev/verdev.htm>.

In cases where an applicant would like to use EPA verified technologies in applications that have not yet been verified, applicants should discuss or explain the reasoning used to determine that the technology will function properly in this application and their rationale for any estimated emissions reductions.

IV. APPLICATION AND SUBMISSION INFORMATION

A. General

Proposal workplans must be limited to five single spaced pages including the cover page. Attachments for the Fleet Information and Budget sections will not count toward the five page limit. In addition, resumes and other supporting documentation such as letters of support can be submitted as attachments and will not count toward the five page limit. All proposals must be formatted for 8 1/2" x 11" paper using no smaller than 11 point Times New Roman font with 1" margins as one Microsoft Word or Adobe Acrobat file.

Please do not zip the file-it will not be considered.

It is recommended that confidential business information not be included in your proposal.

B. Proposal Work Plan Elements

Each proposal workplan should include the following components and information:

1. **Cover Page:** Include the following information:
 - a. **Project Title:**

- b. **Project Manager:** Identify who will serve as the principal party responsible for accomplishing the activities outlined in the work plan, including phone number and email address.
 - c. **Total Project Cost:** Specify total amount requested from EPA, as well as any resources or funding from any other source that may be contributing support.
 - d. **Project Period:** Provide anticipated beginning and ending dates. Funds will be available to begin project/program activities within the first quarter of Fiscal Year 2007. Project periods should be no longer than 24 months.
 - e. **Summary Statement:** One to two sentence summary of proposal describing the types of equipment affected by the project and technology to be implemented.
2. **Narrative Workplan:** The narrative work plan must explicitly describe how the proposed project meets the guidelines established in Sections I-III, including the threshold eligibility requirements in III.C, and address each of the evaluation criteria disclosed in Section V, Part B. (Evaluation Criteria).
- a. **Project Description:** Provide a brief project description including:
 - (i) a well-supported statement or needs assessment of how your project will reduce diesel emissions in a specific priority area (Agriculture, Rail, Construction and Distributed Generation, Truck-based Freight, Public Fleets, Other Non-road Diesel Vehicle or Equipment, Other private fleet and service diesel powered vehicles, or Cleaner Fuels) within Region 8; (ii) specify the problem to be addressed which demonstrates the reason your proposal should receive funding support, including local conditions such as non-attainment status, sensitive populations or environmental justice areas and geographical areas of impact; (iii) estimated time-line or schedule of expected target dates and milestones to achieve specific tasks and accomplishments during the budget and project period, and; (iv) necessary tasks and activities that will be conducted to accomplish the objectives. Describe why you have chosen these activities to obtain the desired environmental results. The tasks and activities should be realistic and achievable within the budget and project period of the grant.
 - b. **Specific Environmental Outputs:** Identify the specific expected outputs in terms of number of engines retrofitted, anticipated emissions (PM_{2.5}, NO_x, CO and/or VOCs) reduced (in tons or lbs/year), the cost effectiveness (in \$/lb or \$/ton) and how you will track and measure your progress towards achieving them. Outputs may be quantitative or qualitative but must be measurable during an assistance agreement funding period.
 - c. **Desired Environmental Outcomes:** Specify the quantitative and qualitative

expected outcomes of the project, including what measurements you will use and how you will measure and evaluate the results of your project and your progress towards achieving the expected outcomes. Examples of outcomes may include, but are not limited to, the following: increased understanding of the environmental or economic effectiveness of the demonstrated technology, acceptance of new technology by users and manufacturers, improved ambient air quality, and health benefits achieved (i.e., numbers of illnesses, health care costs, or missed work/school days avoided, etc...).

- d. **Collaborations or Partnerships:** Identify all proposed partnerships and stakeholder groups that will be involved in the project and what each of the groups' roles will be in project staffing, funding, design and implementation.
- e. **Environmental Results Past Performance:** Submit a list of Federally funded assistance agreements that your organization performed within the last three years (no more than 5 and preferably EPA agreements) and describe how you documented and/or reported on whether you were making progress towards achieving the expected results (e.g., outputs and outcomes) under those agreements. If you were not making progress, please indicate whether, and how, you documented why not. In evaluating applicants under this factor in Section V, EPA will consider the information provided by the applicant and may also consider other relevant information from other sources, including information from EPA files and from current and prior Federal agency grantors (e.g., to verify and/or supplement the information provided by the applicant). Applicants with no relevant or available information should indicate this and they will receive a neutral score for this factor.
- f. **Programmatic Capability:** Submit a list of federally funded agreements similar in size, scope and relevance to the proposed project that your organization performed within the last three years (no more than 5 and preferably EPA agreements) and describe (i) how you were technically able to successfully carry out and manage those agreements and (ii) your history of meeting the reporting requirements under those agreements including submitting acceptable final technical reports. In evaluating applicants under this factor in Section V, EPA will consider the information provided by the applicant and may also consider other relevant information from other sources, including information from EPA files and from current and prior Federal agency grantors (e.g., to verify and/or supplement the information provided by the applicant). Applicants with no relevant or available past performance and/or reporting information should indicate this and they will receive a neutral score for these factors.

In addition, provide information on your organizational experience and plan for timely and successfully achieving the objectives of the proposed project, and your staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project.

3. **Attachments:** The following two sections may be included as attachments to the workplan and will not count as part of the five page limit. There is no page limit to these two attachments.

- a. **Fleet Information:** Provide the following information for each vehicle in the fleet: vehicle make, vehicle model, vehicle model year, engine manufacturer, engine model number, engine year, engine horsepower, annual mileage and/or annual hours of operation, fuel type currently used, annual fuel usage, and existing aftermarket treatment devices. Include the type of retrofit, anti-idling device, vehicle replacement, cleaner fuel, or engine replacement that is proposed.

For locomotives, list the information above and whether the engine is two- or four-stroke.

For any vehicle type, if anti-idling devices are proposed, list the annual hours of idling and estimate how much these hours will be reduced as a result of installing the anti-idling technology.

If the project is not directly affecting engines within a fleet, the applicant must provide estimates to the amount and type of engines that will be indirectly affected by the project.

- b. **Budget:** Provide a detailed itemized budget proposal using the example below, justifying the expenses for each of the following categories being performed within the grant/project period. Indicate what portion of the cost will be paid by EPA, and what portion will be paid by the applicant or other partners.

1. Personnel:

Indicate salaries and wages, by job title of all individuals who will be supplemented with these funds. For example:

	EPA	Match
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* Fleet Manager @ \$600/wk x 12 weeks =	\$7,200	\$0
(or)		
* Fleet Manager @ \$15/hr x 40 hrs/wk x 12/wks =	\$0	\$7,200
Total =	<u>\$7,200</u>	<u>\$7,200</u>

2. Fringe Benefits:

Indicate all mandated and voluntary benefits to be supplemented with these funds. For example:

	EPA	Match
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* Health Insurance-		
1 FTE @ \$35/month x 12/months =	\$420	\$0
* Dental –		
1 FTE @ \$40/mo x 12/months =	\$480	\$0

Total =	<u>\$900</u>	<u>\$0</u>
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3. Travel:

Indicate number of individuals traveling, destination, number of trips, and reason for travel. For example:

	EPA	Match
* Site Visit to Regional Transportation Warehouse		
Local Travel Mileage - 1000 miles x \$0.36 =	\$0	\$360
*Strategic Meeting with Co-applicants		
Air Fare for 1 person to Denver, CO =	\$250	\$0
Per diem for 2 days @ \$40/day for 1 person =	\$80	\$0
Hotel for 1 night for 1 person =	\$75	\$0
Total =	<u>\$405</u>	<u>\$360</u>

4. Equipment:

Identify items to be purchased such as air quality related instruments used in support of work plan objectives. Provide an estimated cost for each item. Make sure you can support your cost estimate. EPA policy defines equipment as items costing \$5,000 or greater. Indicate if your Tribe/organization's definition differs. For example:

	EPA	Match
* 20 Diesel Oxidation Catalysts @ \$800/each	\$16,000	\$0
Total =	<u>\$16,000</u>	<u>\$0</u>

5. Supplies:

Indicate any items to be purchased that will be used in support of air project/program workplan objectives.

	EPA	Match
* 100 DOC and anti-idling pamphlets for community members @ \$2 each	\$0	\$200
Total =	<u>\$0</u>	<u>\$200</u>

6. Contractual:

Indicate any proposed contractual items that are reasonable and necessary to carry out the workplan objectives. Examples of contractual items include training from equipment manufacturer, installation of retrofit equipment by 3rd party, etc. For example:

	EPA	Match
* Fleet mechanic training on retrofitting, anti-idling workshop 50 mechanics @ \$100/each	\$5000	\$0
* Installation of DOCs		
20 units @ \$75/each	\$0	\$1,500
[15.00 per sample = 15 x 52 = \$780]		

Total	=	<u>\$5,000</u>	<u>\$1,500</u>
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7. Other:

Indicate general (miscellaneous) expenses necessary to carry out the objectives stated in the workplan. For example:

	EPA	Match
* Office needs (postage, phone, fax, etc.) =	\$150	\$150
* Office space (utilized for project-related activities such as installation, etc.)		
\$120/mo x 2/mo =	\$240	\$0
Total	=	<u>\$390</u>
		<u>\$150</u>

8. Total Direct Charges:

Summary of all costs associated with each object-class category.

	EPA	Match
* Total =	<u>\$29,895</u>	<u>\$9,410</u>

9. Total Indirect Costs:

Organization must provide documentation of a federally approved indirect cost rate (percentage) reflective of proposed project/grant period. Applicant should indicate if organization is in negotiations with appropriate federal agency to obtain a new rate.

	EPA	Match
* IDC Rate is 10% of total direct charges =	<u>\$3,895</u>	<u>\$0</u>

10. Total Cost:

Indicate overall figure of all direct and indirect costs. For example:

	EPA	Match
* Total Budget =	<u>\$33,790</u>	<u>\$9,410</u>

C. Application Instructions

Applicants are encouraged to apply electronically via e-mail or online using the Grants.gov website with an electronic signature. Proposals submitted via electronic-mail (e-mail) or through grants.gov must be received by November 30, 2006 at 6 pm Mountain time; hard copy proposals sent by US mail or commercial delivery service must be postmarked by November 30, 2006.

1. Instructions for E-Mail Submissions

Proposals must be e-mailed to fiedler.kerri@epa.gov. The title of the email should read “2006 Rocky Mountain Clean Diesel Proposal”. The proposal should be one attached file prepared as described in Section IV.A and B above. Please do not zip the attached file. If you do not receive an email confirmation within five business days, please call the Agency Contact listed in Section VII.

2. Instructions for U.S. Mail Submissions

Proposals must be mailed to:

Kerri Fiedler
EPA Region 8, 8P-AR
999 18th St., Suite 200
Denver, CO 80202

Note: If you have not received a confirmation of receipt from EPA within 30 days of the application deadline, please send an email to fiedler.kerri@epa.gov or call the Agency Contact listed in Section VII. Failure to do so may result in your application not being reviewed.

3. Instructions for Submissions Using Grants.Gov

With Grants.Gov, you will be able to submit your entire proposal package on line with no hard copy or computer disks. Please be sure to view the additional instructions that are available for download on Grants.gov for this announcement. If you have any technical difficulties while applying electronically, please refer to <http://www.grants.gov/CustomerSupport> or call the toll free Contact Center at 1-800-518-4726.

If your organization is not currently registered with Grants.gov, you should designate an Authorized Organization Representative (AOR) and ask that individual to begin the registration process as soon as possible. Note that the registration process may take a week or longer to complete. To begin, click on “Get Started,” and then “Authorized Organization Representative (AOR)” on the grants.gov website <http://www.grants.gov>.

If your organization is already registered with Grants.gov, please follow the instructions below.

To begin the application process, go to <http://www.Grants.Gov> and click on “Apply for Grants.” Following the on-line instructions, download PureEdge Viewer software and enter the Funding Opportunity Number, EPA-R8-RMCDC-2006, in the space provided to retrieve the application package.

Be sure to download and read the instructions and the application package at the Grants.Gov web site (the instructions are also listed below).

Proposal Submission Deadline: Your organization's AOR must submit your complete proposal electronically to EPA through Grants.gov (<http://www.grants.gov>) no later than November 30, 2006 (6 pm Mountain Standard).

Proposal Materials

The following forms and documents are required to be submitted by applicants using grants.gov under this announcement:

I. Standard Form (SF) 424, Application for Federal Assistance

Complete the form. There are no attachments. Please be sure to include organization fax number and email address in Block 5 of the Standard Form SF 424.

Please note that the organizational Dun and Bradstreet (D&B) Data Universal Number System (DUNS) number must be included on the SF-424. Organizations may obtain a DUNS number at no cost by calling the toll-free DUNS number request line at 1-866-705-5711.

II. Proposal Workplan

Prepare as described in Section IV, Parts A and B of the announcement.

The proposal workplan should be readable in PDF or MS Word for Windows and consolidated into a single file.

Submission Instructions

Documents I and II listed under Proposal Materials above should appear in the "Mandatory Documents" box on the Grants.gov Grant Application Package page.

For document I, click on the appropriate form and then click "Open Form" below the box. The fields that must be completed will be highlighted in yellow. Optional fields and completed fields will be displayed in white. If you enter an invalid response or incomplete information in a field, you will receive an error message. When you have finished filling out each form, click "Save." When you return to the electronic Grant Application Package page, click on the form you just completed, and then click on the box that says, "Move Form to Submission List." This action will move the document over to the box that says, "Mandatory Completed Documents for Submission."

For document II, you will need to attach electronic files. Prepare your proposal workplan as described above in Section IV, Parts A and B of this announcement and save the document to your computer as an MS Word or PDF file. When you are ready to attach your proposal workplan to the application package, click on "Project Narrative Attachment Form," and open the form. Click "Add Mandatory Project Narrative File," and then attach it (previously saved to your computer) using the browse window that appears. You may then click "View Mandatory Project Narrative File" to view it. Enter

a brief descriptive title of your project in the space beside “Mandatory Project Narrative File Filename;” the filename should be no more than 40 characters long. If there other attachments that you would like to submit to accompany your proposal, you may click “Add Optional Project Narrative File” and proceed as before. When you have finished attaching the necessary documents, click “Close Form.” When you return to the “Grant Application Package” page, select the “Project Narrative Attachment Form” and click “Move Form to Submission List.” The form should now appear in the box that says, “Mandatory Completed Documents for Submission.”

Once you have finished filling out all of the forms/attachments and they appear in one of the “Completed Documents for Submission” boxes, click the “Save” button that appears at the top of the Web page. It is suggested that you save the document a second time, using a different name, since this will make it easier to submit an amended package later if necessary. Please use the following format when saving your file: “Applicant Name – FY06 – Assoc Prog Supp – 1st Submission” or “Applicant Name – FY 06 Assoc Prog Supp – Back-up Submission.” If it becomes necessary to submit an amended package at a later date, then the name of the 2nd submission should be changed to “Applicant Name – FY06 Assoc Prog Supp – 2nd Submission.”

Once your application package has been completed and saved, send it to your AOR for submission to U.S. EPA through Grants.gov. Please advise your AOR to close all other software programs before attempting to submit the application package through Grants.gov.

In the “Application Filing Name” box, your AOR should enter your organization’s name (abbreviate where possible), the fiscal year (e.g., FY06), and the grant category (e.g., Assoc Prog Supp). The filing name should not exceed 40 characters. From the “Grant Application Package” page, your AOR may submit the application package by clicking the “Submit” button that appears at the top of the page. The AOR will then be asked to verify the agency and funding opportunity number for which the application package is being submitted. If problems are encountered during the submission process, the AOR should reboot his/her computer before trying to submit the application package again. [It may be necessary to turn off the computer (not just restart it) before attempting to submit the package again.] If the AOR continues to experience submission problems, he/she may contact Grants.gov for assistance by phone at 1-800-518-4726 or email at support@grants.gov or contact Kerri Fiedler at 303-312-6493 and/or email at fiedler.kerri@epa.gov.

Application packages submitted thru grants.gov will be time/date stamped electronically. If you have not received a confirmation of receipt from EPA (not from support@grant.gov) within 30 days of the application deadline, please send an email to fiedler.kerri@epa.gov. Failure to do so may result in your application not being reviewed.

If you have never used Grants.Gov before, here are some tips.

Most organizations have found Grants.Gov to be a user friendly system. The most frequent concern has occurred when an organization has delayed obtaining the unique electronic signature to the last minute.

Register for your electronic signature early! An electronic signature requires three levels of authorization before you can submit on line. You need to decide who will be the AOR, the caretaker of the electronic signature for your organization. At a university the Chief Grant Official generally signs all of the electronic grants for the entire institution. If all goes well, this process takes about a week, but some organizations have encountered internal and external delays; therefore the registration process can take longer.

Remember, you cannot submit your application online until your organization has e-authentication credentials. Here are the basic steps:

1. Obtain a Certified DUNS Number. You must first have a certified, unique Dun and Bradstreet Universal Data Numbering System (DUNS) number. Some organizations may have more than one DUNS number registered. Only one can be certified. This can lead to unanticipated delays.

2. Central Contractor Registry and Credential Provider Registration. Once you have your unique, approved DUNS number, you need to register with the Central Contractor Registry.

3. Grants.Gov Electronic Signature Authorization. Once steps A and B are complete, you will then need to contact Grants.Gov. The Authorized Organization Representative (AOR) will be assigned a password that will enable him or her to sign the Grants.Gov applications electronically. The AOR must be an individual who is able to make legally binding commitments for the applicant organization. Organizations may designate more than one AOR.

Be sure to download and read the instructions and the application at the Grants.Gov web site

D. DUNS

All applicants applying for funding, including renewal funding, must have a Dun and Bradstreet Universal Data Numbering System (DUNS) number. Applicants who do not already have a DUNS number may find instructions for obtaining one at the following website: <http://www.grants.gov/getstarted>. A DUNS number may also be obtained by calling 1-866-705-5711.

E. Intergovernmental Review

Applicants (except for Federally Recognized Indian Tribes and Tribal Consortia) must comply with the Intergovernmental Review Process and/or consultation provisions of Executive Order 12372. EPA's implementing regulations for this Executive Order can be found at 40 CFR §29.1-29.13.

F. Confidential Business Information

In accordance with 40 CFR 2.203, applicants may claim all or a portion of their application/proposal as confidential business information. EPA will evaluate confidentiality claims in accordance with 40 CFR Part 2. Applicants must clearly mark applications/proposals or portions of applications/proposals they claim as confidential. If no claim of confidentiality is made, EPA is not required to make the inquiry to the applicant otherwise required by 40 CFR 2.204(c) (2) prior to disclosure. Note that under Public Law No. 105-277, data produced under an award is subject to the Freedom of Information Act.

G. Pre-proposal/Application Communications and Assistance

In accordance with EPA's Competition Policy of January 11, 2005 (EPA Order 5700.5A1), EPA staff will not meet with individual applicants to discuss draft proposals, provide informal comments on draft proposals, or provide advice to applicants on how to respond to ranking criteria. Applicants are responsible for the contents of their applications.

However, EPA will respond to questions in writing or email (to fiedler.kerri@epa.gov) from individual applicants regarding threshold eligibility criteria, administrative issues related to the submission of the proposal, and requests for clarification about the announcement. All questions and answers will be posted on the website: (<http://www.epa.gov/Region8/air/rmcddc.html>) no later than five business days after they are received.

V. PROPOSAL REVIEW INFORMATION

A. Review and Selection Process

There will be a three-tiered review process under this announcement. The first tier will be a basic review of the proposals to assure they are eligible for a second tier review. This first tier

will include a determination whether the applicant has satisfied all of the threshold eligibility criteria listed in Section III, Part C.

The second tier will involve the actual evaluation of the proposals. Each eligible proposal that met the first tier review requirements will be reviewed by a panel of EPA Region 8 staff. As a competitive financial assistance program, no proposal is guaranteed funding. Each eligible proposal submitted will be evaluated by EPA Region 8 staff against the Evaluation/Ranking Factors described in the following Part (Section V, Part B). Each proposal will be given a numerical score, with a total of 100 points possible.

The third tier review will involve a selection committee from the Region 8 Air and Radiation Program making preliminary funding determinations. After the second tier review, proposals will be ranked based on their numerical scores. In making the preliminary funding determinations, the selection committee will consider the panel's rankings and will also take into consideration the following factors: 1) the geographic distribution of funds; 2) the distribution across the priority categories (Agriculture, Rail, Construction and Distributed Generation, Truck-based Freight, Public Fleets, Other Non-road Diesel Vehicle or Equipment, Other private fleet and service diesel powered vehicles, and Cleaner Fuels) and; 3) the variety of retrofits, fuels, and technologies in Region 8. A final recommendation will be forwarded by the selection committee to Region 8 Air and Radiation Management for approval and final selection based on the selection committee recommendations.

B. Evaluation Criteria

Each eligible proposal will be evaluated according to the criteria set forth below. Applicants should directly and explicitly address these criteria as part of their proposal submittal. Each proposal will be rated under a points system, with a total of 100 points possible.

1. Environmental Results- Measurable or Quantifiable Outputs and Outcomes: 25 pts.

Degree to which the applicant has provided an evaluative component to the project including an estimation of anticipated emissions (PM_{2.5}, NO_x, CO and/or VOCs) reductions (in tons or lbs/year), the cost-effectiveness of the project (in \$/lb or \$/ton), the health and/or environmental benefits (quantified or qualified), operational concerns or other barriers to applying the technologies, and any other measurements as requested in Section I., D. Measuring Environmental Results, in addition to how the applicant's success in achieving the expected project outputs and outcomes will be measured.

2. Programmatic Capability: 20 pts.

Under this factor, the Agency will evaluate the applicants technical ability to successfully carry out the proposed project taking into account the following factors: (i) its past performance in successfully completing and managing federally funded agreements similar in size, scope, and relevance to the proposed project performed within the last 3 years, (ii) its history of meeting reporting requirements under federally funded agreements similar in size, scope, and relevance to the proposed project performed within

the last 3 years and submitting acceptable final technical reports under these agreements, (iii) its organizational experience and plan for timely and successfully achieving the objectives of the proposed project, and (iv) its staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project.

Note: In evaluating applicants under this factor, the Agency will consider the information provided by the applicant and may also consider relevant information from other sources including agency files and prior/current grantors (e.g., to verify and/or supplement the information supplied by the applicant). Applicants with no relevant or available past performance or reporting history (items i and ii above), will receive a neutral score for those elements of this factor.

3. Collaboration/Partnerships and Leveraged Resources: 15 pts.

Degree to which the project proposes to work in partnership with a diverse set of stakeholders and leverage significant resources to implement the proposal.

4. Fleet Information: 10 pts.

Extent to which the proposal adequately describes the fleet and its history, and includes a Fleet Information Table.

5. Air Quality: 10 pts.

Ability of the project to positively impact the air quality that has concerns and issues associated with health-based air quality standards and reduce the risk from toxic air pollutants.

6. Budget Reasonableness: 10 pts.

Extent to which the budget for the project is reasonable and includes all required categories, including any leveraged resources.

7. Sensitive Populations/Environmental Justice: 5 pts.

Ability of the project to reduce environmental risks to sensitive populations and environmental justice communities. Executive Order 12898 (http://www.epa.gov/compliance/resources/policies/ej/exec_order_12898.pdf) defines environmental justice communities as minority and low-income populations with disproportionately high and adverse human health or environmental impacts.

8. Environmental Results Past Performance: 5 pts.

Under this criterion, applicants will be evaluated based on the extent and quality to which they adequately documented and/or reported on their progress towards achieving the expected results (e.g., outcomes and outputs) under Federal agency assistance agreements performed within the last three years, and if such progress was not being made whether the applicant adequately documented and/or reported why not. Note: In evaluating applicants under this factor, EPA will consider the information provided by the applicant

and may also consider relevant information from other sources including agency files and prior/current grantors (e.g., to verify and/or supplement the information supplied by the applicant). Applicants with no relevant or available past performance reporting history will receive a neutral score for this factor.

VI. Award Administration Information

A. Award Notices

EPA Region 8 will notify both successful and unsuccessful applicant(s) in writing and email. Applicants preliminarily selected for funding will have an opportunity to negotiate elements of their final applications, and submit all required assistance documents to the Region 8 Air and Radiation Program.

Note - EPA Region 8 reserves the right to negotiate appropriate changes in work plans after the selection and before the final award consistent with the EPA's Assistance Agreement Competition Policy (EPA Order 5700.5A1). The notification, which advises that the applicant's proposal has been selected and is being recommended for award, is not an authorization to begin performance. The award notice signed by the EPA Award Official is the authorizing document and will be provided through postal mail. At a minimum, this process can take up to 60 days from the date of selection.

B. Administrative and National Policy Requirements

1. A listing and description of general EPA Regulations applicable to the award of assistance agreements may be viewed at:
http://www.epa.gov/ogd/AppKit/applicable_epa_regulations_and_description.htm
2. Programmatic Terms and conditions will be negotiated with the selected recipient.
3. Nonprofit applicants that are recommended for funding under this announcement are subject to pre-award administrative capability reviews consistent with Sections 8.b, 8.c, and 9.d of EPA Order 5700.8, 'EPA Policy on Assessing Capabilities of Non-Profit Applicants for Managing Assistance Awards' which can be found at http://www.epa.gov/ogd/grants/award/5700_8.pdf. Nonprofit applicants that qualify for funding may, depending on the size of the award, be required to fill out and submit to the Grants Management Office the Administrative Capability Form, with supporting documents, contained in Appendix A of EPA Order 5700.8.

C. Reporting Requirements

Quarterly progress reports and a detailed final report will be required. Quarterly reports summarizing technical progress, planned activities for next quarter and summary of expenditures are required. Applicants are further required to make a commitment to share all data collected

with EPA for assessment on a regional level. The Final report shall be completed within 90 calendar days of the completion of the period of performance. The final report should encompass a complete overview/summary of all of the activities conducted within the grant project period; including any and all data results as well as a justification for impediments should be addressed. The schedule for submission of quarterly reports will be established by EPA, after the applicant has been approved for an award. While the Agency will negotiate precise terms and conditions relating to substantial involvement as part of the award process, EPA will not select employees or contractors employed by the recipient(s) and the final decision on the content of reports rests with the recipient(s).

D. Disputes

Assistance agreement competition-related disputes will be resolved in accordance with the dispute resolution procedures published in 70 FR (Federal Register) 3629, 3630 (January 26, 2005) which can be found at:

<http://a257.g.akamaitech.net/7/257/2422/01jan20051800/edocket.access.gpo.gov/2005/05-1371.htm> . Copies of these procedures may also be requested by contacting the Agency Contact listed in Section VII.

VII. AGENCY CONTACT

FOR FURTHER INFORMATION CONTACT:

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Phone: (303) 312-6493
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VIII. OTHER INFORMATION

The EPA Award Official is the only official that can bind the Agency to the expenditure of funds for selected projects resulting from this announcement.

Rocky Mountain Clean Diesel Collaborative: The Rocky Mountain Clean Diesel Collaborative is a partnership between federal, state and local agencies, along with communities, non-profit organizations and private companies working together to reduce emissions from diesel engines in EPA Region 8. Additional information can be found at:
www.epa.gov/region8/air/rmcdc.html.

National Clean Diesel Campaign: The National Clean Diesel Campaign's grants and funding webpage also has links to current and past grant opportunities related to diesel, including links to EPA's Smartway Transport Partnership, Clean School Bus USA and Community Action for a Renewed Environment (CARE) grants at: <http://www.epa.gov/cleandiesel/grantfund.htm>.